

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY**

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Meeting Date: March 12, 2013 [X] Consent [] Regular
[] Ordinance [] Public Hearing

Department
Submitted By: Department of Public Safety
Submitted For: Division of Emergency Management
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I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to: A) Receive and File the executed Modification #1 to Subgrant Agreement (Contract Number: 13-FG-86-10-60-01-117), a Federal Emergency Management Performance Grant agreement-Federal for \$236,844 with the State of Florida, Division of Emergency Management (FDEM), to remove and replace Attachment C (Program Conditions) of the grant agreement from the current contract for the period of July 1, 2012 through June 30, 2013.

Summary: The Emergency Management Performance Grant-Federal (EMPG) is an annual grant that the Public Safety Department's Division of Emergency Management receives to enhance and improve emergency management plans and programs of the County, consistent with the State Comprehensive Emergency Management Plan and Programs and provide operational support to maintain state required programs. The grant will be used to further enhance emergency planning, response, mitigation and recovery in the County. Attachment C subsection two (2) has been revised to reflect more rigorous standards for each EMPG funded position regarding their level of training and the exercises attended each grant year. Resolution No. R-2012-1731 authorizes the County Administrator or his designee to execute certain operational agreements with FDEM. Countywide (PGE)

Background and Policy Issues: The Emergency Management Performance Grant is intended to enhance organizational activities, planning costs, training costs, equipment and acquisition costs, management and administrative costs, and travel and conferences related to EMPG activities.

Attachments

- 1) Emergency Management Performance Grant Modification #1 to Subgrant Agreement

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Recommended by: Vincent J. Bouvento 2/14/13
Department Director Date
Approved By: Vincent J. Bouvento 2/14/13
Assistant County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact

Fiscal Years	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
Net Fiscal Impact	=====	=====	=====	=====	=====
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____

Is Item Included in the 2012 Budget? Yes No

Budget Account Exp No: Fund Department Unit Object
 Rev No: Fund Department Unit Object

B. Recommended Sources of Funds/Summary of Fiscal Impact:

There is no fiscal impact associated with this agenda item, only a modification to Attachment C (Program Conditions).

Departmental Fiscal Review: Stephanie Sejroke 2/13/13

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Dev. and Control Comments:

[Signature] 2/21/13
 OFMB
 CA 2/19/13
 JLB 2/19/13
 JB 2/20/13

[Signature] 2/28/13
 Contract Administration
 2-28-13 B Wheeler

B. Legal Sufficiency:

[Signature] 2/28/13
 Assistant County Attorney

C. Other Department Review:

 Department Director

This summary is not to be used as a basis for payment.

MODIFICATION # 1 TO SUBGRANT AGREEMENT

This Modification is made and entered into by and between the State of Florida, Division of Emergency Management, ("the Division"), and **Palm Beach County** ("the Recipient") to modify Subgrant Agreement Number 13-FG-86-10-60-01-117, dated August 6, 2012 ("the Agreement").

WHEREAS, the Division and the Recipient have entered into the Agreement, pursuant to which the Division has provided a subgrant of \$236,844 to Recipient; and

WHEREAS, the Division and the Recipient desire to modify the Agreement by amending Attachment C (Program Conditions).

NOW, THEREFORE, in consideration of the mutual promises of the parties contained herein, the parties agree as follows:

1. Attachment C (Program Conditions) to this Agreement is hereby deleted in its entirety, and the Revised Attachment C, which is attached hereto and incorporated herein by reference, is substituted in its place and stead.
2. All provisions not in conflict with this Modification remain in full force and effect, and are to be performed at the level specified in the Agreement.
3. All provisions of the Agreement being modified and any attachments thereto in conflict with this Modification shall be and are hereby changed to conform with this Modification, effective as of the date of the last execution of this Modification by both parties.

IN WITNESS WHEREOF, the parties hereto have executed this document on the dates set out below.

RECIPIENT: **PALM BEACH COUNTY**

BY: *Vince Bonvento*

NAME & TITLE: Vince Bonvento, Director of Public Safety

DATE: 12/4/12

STATE OF FLORIDA
DIVISION OF EMERGENCY MANAGEMENT

BY: *Bryan Koon*
Bryan Koon, Director

DATE: 1/14/13

Approved for Terms
and Conditions
Bill Johnson
Bill Johnson, RN Director

Approved for Legal Sufficiency
Pamela Edelberg
Pamela Edelberg,

Attachment C

Program Conditions

Items listed below are to be reviewed during the mid-year and end-of year progress report prepared in conjunction with the Division's Regional Coordinator to ensure county compliance.

1. **COORDINATION AND COLLABORATION** - Utilizing the below elements, county emergency management agencies will have an ongoing process that provides for coordinated and collaborated input in the preparation, implementation, evaluation and revision of emergency management programs. See Data Download and Upload details in # 3 below.
 - Provide an agenda or a copy of the certificate to show participation in the following during this contract period (July 1, 2012 – June 30, 2013):
 - Regional Domestic Security Task Force (RDSTF) Meeting
 - Urban Area Security Initiative Meetings (if applicable)
 - State Working Group Meetings (if applicable)
2. **TRAINING AND EXERCISE** - To ensure that each county emergency management agency is in compliance with EMPG Guidance, **each EMPG funded position** during this contract period (July 1, 2012 – June 30, 2013) shall provide the following items. See Data Download and Upload detail in # 3 below.
 - Participate in no less than three (3) exercises within the 12 month Agreement period
 - Submit an After Action Report (AAR) for each exercise conducted by the Recipient and/or provide sufficient exercise documentation (i.e., sign in sheet, certificate, etc.) for participation in each exercise not conducted by the Recipient
 - Complete IS 100, 200, 700, 800 and the Professional Development Series
3. **DATA DOWNLOAD AND UPLOAD** – Data exchange between the Division and counties will be facilitated by the use of the Division's Sharepoint Portal available at <https://portal.floridadisaster.org>. Counties will be provided user names and passwords to access the portal. All data, forms, templates and instructions to be provided by the Division will be made available via the portal, and counties shall use the portal to upload data or provide notice of "No Change" for applicable items.